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ABSTRACT

This publication is a quarterly annotated bibliography of current literature on educational and vocational guidance, and is developed by the B'nai B'rith Career and Counseling Services, Washington, D.C. The topics covered are occupational information, educational, vocational and personal guidance; guidance administration and procedures; student aids; aids for the teacher; free or inexpensive guidance material; adult education and the aging; handicapped and rehabilitation counseling; the counselor's bookshelf; and periodicals in guidance and related fields. (NG)

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COUNSELOR'S INFORMATION SERVICE

A quarterly annotated bibliography of current literature on educational and vocational guidance.

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OCCUPATIONAL INFORMATION

Ambitious Woman's Guide to a Successful Career, A. Margaret V. Higginson and Thomas L. Quick. AMACOM, American Management Associations, 135 West 50th St., New York, N.Y. 10020. 1975. 230 pp. $9.95 (cloth). Self-evaluation, choosing a promising career field, educational considerations, obtaining recognition, strategies for promotion and personal relations are examined. Recognizing sex discrimination and ways of handling it are considered.

Answers to Your Questions About an Exciting Career in Medical Technology. American Institute of Biological Sciences, 1401 Wilson Blvd., Arlington, Va. 22209. 1974. 5 pp. Free. Brief description of medical technology is provided. Education and training, duties, places of employment, registration, starting salary, working conditions and employment outlook are summarized.

Anthropologists. Science Research Associates, Inc., 259 East Erie St., Chicago, Ill. 60611. 1975. 4 pp. 55 cents (plus postage). Aspects of culture, considered within the realm of anthropology, are detailed. Specialties of physical or biologic anthropology, linguistics, archaeology and cultural anthropology are examined. Educational requirements, job location, earnings and future outlook are considered.

Boilermakers. (Occupational Brief 316). Science Research Associates, 259 East Erie St., Chicago, Ill. 60611. 1975. 4 pp. 55 cents. Duties of boilermaker, layout worker and fit-up worker are covered as a job family. Qualifications and training, getting started and advancing, earnings, benefits, working conditions and future outlook are surveyed.

Career in Medicine, A. (Revised). Neal H. Rosenthal. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 20 pp. $1.00. Major medical specialties which are an integral part of this highly diversified field are outlined. Information on personal and educational requirements, student aids, working conditions, job location, licensure, earnings and employment outlook is provided. Premedical training, as well as facts about preparation for and application to medical

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school are discussed. Opportunities for Jewish and other minority youth are considered. Advantages and disadvantages of the profession, women in medicine and related occupations are included.

Careers for Young Jewish Adults in Israel. Henry B. Stern. Aliyah Information Center and B'nai B'rith Career and Counseling Services. Available from: B'nai B'rith Career and Counseling Services. Address on masthead. 1976. 40 pp. Free. This career brief serves as a general information guide to educational and career opportunities for those planning to go to Israel. Careers in the helping professions, industry, science and health, and other professions are considered. The Israeli way of life as well as hints on conducting a job search in Israel are discussed. Additional sources of information and assistance including Aliyah Information Centers, BBCCS field offices and Jewish Vocational Service offices are listed.

Careers in City Management. (Revised). Laurence Rutter. B'nai B'rith Career and Counseling Services. Address on masthead. 1976. 16 pp. $1.50. Roles and duties of the city manager are highlighted. Personal and educational requirements, financial aids, internships and in-service training are discussed. Opportunities for women and minority group members, remuneration, working conditions, professional organizations and employment outlook are considered.

Careers in Corporate Management. (Revised). Sanford Kleiner. B'nai B'rith Career and Counseling Services. Address on masthead. 1975. 21 pp. $1.50. Nature of work and fields of specialization including marketing, programming, research and development, finance and administration are described. Educational and personal requirements, financial aids, availability of jobs, working conditions, work locations and travel, salary, advantages and disadvantages are discussed. Opportunities for women, Jewish and other minority youth are analyzed. Sources of information are included.

Careers in Jewish Community Organization. Charles Zibbell. B'nai B'rith Career and Counseling Services. Address on masthead. 1972. 20 pp. $1.00. Community workers involved in organizations concerned with social change and Jewish identity are represented. Specialties such as social planning, fund-raising, research, community and public relations, community service and others are described. Opportunities available in Jewish agencies, activities, responsibilities, and personal and educational requirements are analyzed. Work setting and conditions including hours, earnings and benefits are considered. Financial aids, career training, securing a position, advantages and disadvantages, and professional affiliations are explored. Additional sources of information are included.

Careers in Leadership: U.S. Service Academy Opportunities for Jewish and Other Minority Youth. Information Offices of the U.S. Service Academies. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 18 pp. $1.50. This pamphlet presents an introduction to each service academy so that interested students may better understand available educational and career opportunities. Information on academic programs, summer training, athletic programs, religious life and extracurricular activities is provided. Admission procedure, expenses, advantages and disadvantages of a military career, academy histories, civilian careers and counseling are also considered. Sources of further information are included.

Careers in Personnel and Industrial Relations. American Society for Personnel Administration, 19 Church St., Berea, Ohio 44017. 1974. 4 pp. 10 cents. Importance, scope and responsibilities of personnel and industrial relations work are stressed. Personal qualifications, educational requirements, working conditions, salaries, opportunities for advancement and future outlook are delineated.

Careers in Psychology. (Revised). Raymond A. Ehrle. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 20 pp. $1.00. Career opportunities and specialties within field of psychology are described. Information on personal and educational requirements, student aids, working conditions, job location, licensure and earnings is provided. APA approved doctoral programs in Clinical, Counseling and School Psychology are listed. Opportunities for Jewish and other minority youth are considered. Advantages and disadvantages of the profession, employment outlook and opportunities for women are discussed.

Careers in Sheet Metal. Sheet Metal Workers International Association, 1750 New York Ave., N.W., Washington, D.C. 20006. 1974. 24 pp. Free. Work duties and setting of sheet metal workers is described. Industry's importance, union history and responsibilities are covered. Apprenticeship program as well as entrance requirements, methods of entry, employment outlook and personal rewards are reviewed.

Careers in the Apparel Industry. Marvin J. Feldman. B'nai B'rith Career and Counseling Services. Address on masthead. 1975. 24 pp. $1.50. History, recent trends and nature of work including specializations such as designer, patternmaker and grader, cutter, sewer, presser, engineer, support personnel, salesperson, buyer and manager are described. Education and training, personal requirements, student aids, employment opportunities, working conditions, opportunities for minorities and women, advantages, disadvantages and future outlook are considered. Sources of additional information are provided.

Community Newspapers Offer You Involvement, Action, Change. National Newspaper Association, 491 National Press Bldg., Fourteenth and F Sts., N.W., Washington, D.C. 20004. 1974. 7 pp. Free. Importance of community journalism to society and personal rewards are emphasized. Personal qualifications, stature and influence, scope, advancement, education and sources of financial aid are detailed. Further sources of information are included.

Ecology and Your Career. U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212. 1975. Un-numbered. Free (single copy). Career opportunities in ecology are described. Places of employment and sources of further information are included.

Firefighter. International Association of Fire Chiefs, 1725 K St., N.W., Washington, D.C. 20036. 1974. 9 pp. Free. Definitions and distinguishing features of firefighting occupations are presented. Required skills, knowledge, abilities and work descriptions are included for firefighter, ambulance paramedic, fire lieutenant, fire chief and others.

Fisheries As a Profession. American Fisheries Society, 1319 Eighteenth St., N.W., Washington, D.C. 20036. 1974. 10 pp. Free (single copy). Careers in fisheries science and management are summarized. Personal and educational requirements, salaries, benefits and employment outlook are detailed. Related scientific careers are included.

Guide to Indexes as a Resource for Occupations and Careers, A. S. Norman Feingold and Fae E. Hoffman. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 13 pp. $1.00. This annotated listing contains over 170 indexes which can be used as occupational or career resources. Applications for use in career education, curriculum or instructional packages are noted. Its purpose is to assist personnel in counseling, administration and education to cover the widest scope of materials with a minimum of time consumption.

Is Graphic Arts the Career for You? Education Council of the Graphic Arts Industry, Inc., Graphic Arts Technical Center, 4615 Forbes Ave., Pittsburgh, Pa. 15213. 1975. 8 pp. Free (single copy). General factors for consideration when selecting careers in graphic arts are sketched.

Jobs in Social Change. Social and Educational Research Foundation, 3416 Sansom St., Philadelphia, Pa. 19104. 1975. 302 pp. $1.50 (paper). Proposed future projects of the Social and Educational Research Foundation are considered. Descriptions of 175 major public interest groups are provided. General areas of concern include communications, children's rights, consumer protection, education, environment, health, housing and urban affairs, human rights and civil liberties, political reform, population, prison reform, public interest law, social and economic planning, and women. General information about internships in Washington, D.C. is furnished.

Occupational Outlook for College Graduates. U.S. Department of Labor, Bureau of Labor Statistics. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1974. 290 pp. $2.95 (paper). Career opportunities in a broad range of professional and related

occupations are described for which a college education is, or is becoming, the usual educational background for employment. Each occupational statement presents information on nature of work, places of employment, education and training requirements, earnings, working conditions and occupational outlook. Brief summary of expected changes in the nation's economy and analysis of overall supply and demand situation for college graduates through the mid-1980's are also provided.

Opportunities in Optometry. Frank M. Kitchell. Vocational Guidance Manuals, Inc., 620 South Fifth St., Louisville, Ky. 40202. 1974. 94 pp. $2.45 (paper). History of optometry as well as its importance to society are discussed. Optometrist's role on the health team and scope of optometric practice are considered. Educational preparation, ways to get started in practice, types of practice, opportunities for women and a typical optometrist's day are detailed. Schools of optometry, including courses required and financial aid are listed.

Opportunities in Publishing Careers. John Tebbel. Vocational Guidance Manuals, 620 South Fifth St., Louisville, Ky. 40202. 1975. 160 pp. $2.95 (paper). Career opportunities in various fields of publishing are explored. Preparation, how to get started, salaries, advancement and related fields are discussed.

Outdoors and Your Career, The. U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212. 1974. Un-numbered. Free This leaflet describes various outdoor career opportunities. Advantages and disadvantages of outdoor work are considered. A listing of pamphlets on related occupations is included.

1975-76 Airline Guide to Stewardess and Steward Careers. Alexander Clark Morton. Arco Publishing Company, Inc., 219 Park Ave. South, New York, N.Y. 10003. 1975. 128 pp. $4.95 (paper). General and specific eligibility requirements are outlined. Guide sets forth hiring standards, salary range, union information, travel, pass and fringe benefits, and base assignments. Training, application procedures, uniform regulations, costs, and other pertinent information about airlines in U.S., Canada and the Caribbean are considered.

Personnel: A Challenging Career in Management. (Revised). International Association of Personnel Women, 358 Fifth Ave., New York, N.Y. 10001. 1974. Un-numbered. Free (single copy). Duties involved in personnel jobs are detailed. Educational requirements, personal qualifications, remuneration and future outlook are outlined. Sources of further information are included.

"Starter" File of Free Occupational Literature, A. (Revised). Leonard H. Goodman and Anne E. Garrett. B'nai B'rith Career and Counseling Services. Address on masthead. 1975. 52 pp. $1.50. Materials listed may be used to organize a cost-free, selective occupational library. For each of 117 careers, *Dictionary of Occupational Titles* three-digit occupational group arrangements, pamphlet title, publication date, and name and address of publishing organization are listed. These 117 pamphlets may be used to initially explore approximately 1000 careers. Index cross-references occupational titles of related careers with the 117 job titles listed in main body.

Thinking of a Clerical Job? U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212. 1975. Un-numbered. Free (single copy). Eight types of clerical jobs are examined. These include stenographer, secretary, bookkeeper, receptionist, file clerk, telephone operator, office machine operator, electronic computer operating personnel and claim examiner. Training requirements, inside tips and average annual openings for each position are discussed.

200 Ways to Put Your Talent to Work in the Health Field. National Health Council, Inc., Box 40, Radio City Station, New York, N.Y. 10019. 1975. 23 pp. Free (single copy). Briefs on 50 career fields sample more than 200 careers in health. Essence of occupations and major responsibilities are outlined. Sources of additional information are listed.

Young Woman's Guide to an Academic Career, The. Marjorie W. Farnsworth. Richards Rosen Press, Inc., 29 East 21st St., New York, N.Y. 10010. 1974. 112

pp. $4.80. Guidelines for women graduates in pursuit of academic careers are provided. Selection of an appropriate graduate school, graduate student life, job hunting and importance of teaching are considered. Research activities, committees, faculty meetings, promotion, tenure, and combining a career with marriage and children are discussed.

EDUCATIONAL, VOCATIONAL AND PERSONAL GUIDANCE

Alternatives to Traditional Post-Secondary Education. S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 11 pp. $1.00. Changing societal demands upon education and needs of present day students as well as projections of specific career and job opportunities for the 1970's and beyond are detailed. Nontraditional learning and credentialism are discussed. Innovative forms of learning available through technology, such as learning centers, service-learning, and other alternatives are considered. New learning modules including the University Without Walls (UWW) program, Britain's Open University and the U.S. Navy's program are described. Predictions about the future of post-secondary education are outlined. Selected bibliography is included.

BBCCS College Caravans. Joel H. Goldberg. B'nai B'rith Career and Counseling Services. Address on masthead. 1972. 21 pp. $1.00. This publication stresses college visitation and describes benefits of investigation by groups. Methods of organizing college caravans are detailed. A sample "College Evaluation Check-List" is given. Appendices include samples of transportation information, post-caravan letter, correspondence with schools, caravan schedules, publicity notices, reservation forms and caravan evaluation questionnaire. Selected bibliography is provided.

College Guide for Buffalo Jewish Youth. Paul Feldman, Brian Goldblatt, Ellen Rosen, Sheryl Rosen, Mimi Schaer and Steven R. Rush (Compls.). B'nai B'rith-JFS Group Guidance Program, 609 Sidway Bldg., 775 Main St., Buffalo, N.Y. 14203. 1974. 51 pp. $1.00. This guide provides college-bound students and their parents with information about Jewish life and educational resources on 58 college and university campuses chosen most by Buffalo area students. Each listing furnishes mailing address and information on total enrollment, Jewish enrollment, Jewish campus organizations, Jewish studies and study in Israel. Availability of kosher food, area synagogues, local Jewish community centers and mailing address of campus Hillel or other Jewish organizations are detailed. Selected bibliography is included.

College Handbook, The. (1975 Edition). Susan F. Watts (Ed.). College Entrance Examination Board. Available from: College Board Publication Orders, Box 2815, Princeton, N.J. 08540. 1975. 1256 pp. $6.95. Information is provided on 2863 institutions of higher education, including detailed descriptions supplied by colleges themselves. Listings include undergraduate enrollment, composition of student body, length of program and accreditation. Detailed listings also describe college's size, location, calendar, curricula, admissions and transfer requirements and procedures, student life, expenses and financial aid. Advice on college selection and applying to colleges is included.

College Questions: Preparing Jewish and Other Minority Parents and Youth. S. Norman Feingold, Joel H. Goldberg, Patricia Houtz and Fae E. Hoffman. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 22 pp. $1.00. *College Questions* provides answers to questions often asked by parents and students about college life. Living quarters, the pass-fail grading system, "campus morality," the drug scene, counseling and health facilities are considered. Coed dormitory living, changing values, living expenses, establishing friendships, maintaining religious identity and other concerns are also discussed. This pamphlet may be used by counselors, teachers, administrators, community groups, churches, synagogues and libraries as well as parents and youth.

Colleges of Pharmacy--Accredited Degree Programs. American Council on Pharmaceutical Education, One East Wacker Dr., Chicago, Ill. 60601. 1975. Unnumbered. Free. Accredited professional degree programs in pharmacy are listed.

Directory of Accredited Home Study Schools—1975 Fall Edition. Accrediting Commission, National Home Study Council, 1601 Eighteenth St., N.W., Washington, D.C. 20009. 1975. Un-numbered. Free. Accredited home study schools as well as subjects they teach are listed. Advantages of home study and meaning of accreditation are discussed.

Divorce: What a Woman Needs to Know. Barbara B. Hirsch. Bantom Books, Inc., 666 Fifth Ave., New York, N.Y. 10019. 1975. 212 pp. $1.50 (paper). Legal information concerning divorce is provided. Alimony, child support, custody, visitation rights, property, income tax problems, how to get professional help, legal costs, what to expect from an attorney are covered.

Education Directory: Education Associations 1975. Lois V. Lopez (Comp.). U.S. Department of Health, Education, and Welfare, Office of Education. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 116 pp. $1.85. Names and addresses of education associations and chief officers are listed. Titles of official publications and frequency of issue are included.

Education Directory 1974-75: Higher Education. U.S. Department of Health, Education, and Welfare, Office of Education, National Center for Educational Statistics. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 575 pp. $6.45. Institutions in the U.S. and its outlying areas which offer at least a 2-year program of college-level studies in residence are listed. Information includes telephone area code and number, address, congressional district and county in which the institution is located, identification code, fall 1973 enrollment. Undergraduate tuition and fees, calendar system, information on student body, control or affiliation, highest level of offering, type of program, accreditation, and principal administrative officers are also furnished. Index is included.

Educational and Employment Plans and Occupational Choices of Indiana High School Seniors: Results of a Survey of the Class of '75. J. P. Lisack. Purdue University, School of Technology, Lafayette, Ind. 47907. 1975. 154 pp. $2.50. This survey of more than 50,000 Indiana high school seniors provides information on career choices, plans for immediate employment, continuation of training or education, reasons behind their choices, and their sources of most helpful information. Selected characteristics such as grade average, program major, sex and race are included.

Educational Programs in Agricultural Engineering and Related Fields. American Society of Agricultural Engineers, 2950 Niles Rd., St. Joseph, Mich. 49085. 1975. 2 pp. Free. Programs in agricultural engineering and related fields are listed in alphabetical order by state.

Eight Years Later: Education and Careers of Young Jewish Adults. Sol Swerdloff and Howard Rosen. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 80 pp. $3.00. This survey of 1,125 young Jewish adults is a follow-up study of the original 6,600 who participated in the 1961 study, *The College and Career Plans of Jewish High School Youth.* Present study reports on educational and career progress of these young people. Information about their continued attachment to Judaism, extent of and factors relating to intermarriage, relationships with parents, career choice and impact of vocational guidance is provided. Guideposts for action as seen by BBCCS are discussed. Significance and implications of key findings for guidance are indicated.

Facilitating Career Development for Girls and Women. National Vocational Guidance Association. Available from: Publication Sales, American Personnel and Guidance Association, 1607 New Hampshire Ave., N.W., Washington, D.C. 20009. 1975. 112 pp. $2.95. This monograph is the result of a ten-day workshop sponsored by NVGA, North Carolina Department of Public Instruction and North Carolina Commission on the Education and Employment of Women held at Appalachia State University, Boone, N.C. in July 1973. Contents include: Historical Perspective; Expanding Career Options for Females; Career Barriers: Are They Falling Down; Building Bridges to Career Satisfaction; Humanizing Career Education; and Young Children's Perceptions of

Occupational Roles. The Community College in Career Development of Women; Creativity Applied to Career Development; Liberated Counseling; Women in Politics; Women Coping with Leadership Roles; and The Role of Leisure in Career Development for Girls and Women are also considered.

Facing Facts About Vocational Education for Your Career: A Guide for High School Students, Their Counselors and Parents. Prudential Insurance Company of America, Box #36, Newark, N.J. 07101. 1975. 36 pp. Free. New patterns in career education are surveyed. Forecasts on employment opportunities, going into business for oneself, steps in preparing for a career, and how to locate appropriate training institutions as well as funds to pay for training are covered.

Floral Design Schools. American Florists Marketing Council, Society of American Florists and Ornamental Horticulturists, 901 N. Washington St., Alexandria, Va. 22314. 1975. 2 pp. Free. Schools offering courses in floral design are listed.

Guide to Jewish Life on the College Campus, A. Yavneh, Religious Jewish Students Association, 156 Fifth Ave., New York, N.Y. 10010. 1975. Unnumbered. $2.00 (prepaid, plus 50 cents postage and handling). Purpose of this guide is to inform prospective students about quality of Jewish life on college campuses and neighboring communities. Synagogues in the community, Jewish groups on campus, Judaica on campus and Kashrut on campus and in the community are covered.

Handbook of Private Schools, The: An Annual Descriptive Survey of Independent Education. (Fifty-sixth Edition). Porter Sargent, Publisher, 11 Beacon St., Boston, Mass. 02108. 1975. 1504 pp. $18.00 (cloth). Over 2000 schools are listed geographically by region, and alphabetically by city within each state. Information on administrators, curriculum, faculty, enrollment, innovations and trends is provided. Details on tuition, number of graduates, scholarships, special programs, facilities and athletic programs are given. Classifications of schools, directories of firms and agencies, and summer programs including those for handicapped and maladjusted children are listed. Maps for each region and index are furnished.

Job Hunter's Manual, The. Donald H. Sweet. Addison-Wesley Publishing Company, Reading, Mass. 01867. 1975. 89 pp. $3.95 (paper). Objectives of job hunting as well as self-evaluation procedures are considered. References, records, initiating a job hunt, sources, interviewing and deciding on a job offer are discussed.

Job Hunting Guide. John D. Erdlen (Ed.). Employment Management Association. Available from: Herman Publishing, Inc., 45 Newbury St., Boston, Mass. 02116. 1975. 144 pp. $10.95 (cloth). Moves unemployed professionals and others should make to "land a job" are explained. Planning, resumes, covering letters, sources and contacts, interviews and job offers are discussed. Job hunting checklist, sample resumes, cover letters and recordkeeping charts are provided. Directory section lists over 2000 employment agencies, as well as over 500 executive search consultants, key newspapers and major accounting firms.

Land Grant Colleges in America That Offer Courses in Floriculture. American Florists Marketing Council, Society of American Florists and Ornamental Horticulturists, 901 N. Washington St., Alexandria, Va. 22314. 1975. 4 pp. Free. Land grant colleges offering courses in floriculture are listed in alphabetical order by state.

Law Enforcement and Criminal Justice Education Directory, 1975-76. Richard W. Kobetz. International Association of Chiefs of Police, Eleven Firstfield Rd., Gaithersburg, Md. 20760. 1975. 760 pp. $9.75 (paper). This directory provides assistance to persons seeking information on educational institutions offering law enforcement and criminal justice degree programs. Contents include: charted statistical data on number and types of degree programs available; police officer enrollment data; overview of program listings by state; and specific degree information about all colleges and universities responding to survey conducted by the Professional Standards Division, International Association of Chiefs of Police.

Meeting the Challenge: Experimental and Innovative Colleges and Universities. S. Norman Feingold, Anne E. Garrett and Fae E. Hoffman. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 48 pp. $2.50. This booklet provides brief, descriptive listings of experimental and innovative schools and programs. Each description supplies name and address, founding date, and institution's classification as "experimental," "innovative," or having programs of an experimental or innovative nature. Also included in each listing is information pertaining to accreditation, affiliation, environmental surroundings, composition of student body, and enrollment figures. Academic calendar, grading system and degrees offered as well as tuition costs, types of housing facilities are considered. Details pertaining to programs and facilities are included where possible. Special section on visiting experimental and innovative schools is also included.

Motivation and Your Child. Alicerose Barman. Public Affairs Committee, Inc., 381 Park Ave. South, New York, N.Y. 10016. 1975. 20 pp. 35 cents. Foundations of motivation, how to encourage healthy motivation and role of useful aggression are discussed. Psychological and practical guidelines for helping children toward positive motivation are set forth.

1975-76 Guide to Two-Year College Majors and Careers. Chronicle Guidance Publications, Inc., Moravia, N.Y. 13118. 1975. 141 pp. $5.50. Information on two-year occupational-career curricula, associate and transfer programs is provided. Index to contents by general areas of study, index to majors and listing of colleges with addresses and status changes are included.

Pharmacy School Admission Requirements. (Second Edition). Office of Student Affairs, American Association of Colleges of Pharmacy, 4630 Montgomery Ave., Suite 201, Bethesda, Md. 20014. 1975. 134 pp. $5.00. General information is provided on curriculum, requirements for entrance, selection factors, advanced placement tests, financial aid and timetables of application and acceptance of member schools in the American Association of Colleges of Pharmacy.

Schools for Careers: An Analysis of Occupational Courses Offered by Secondary and Postsecondary Schools. Robert Calvert, Jr., Evelyn R. Kay and Nicholas A. Osso. U.S. Department of Health, Education, and Welfare, Education Division, National Center for Education Statistics. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 126 pp. $2.00. This analysis of occupational courses in secondary and postsecondary schools was developed in response to national attention currently focused on career education and significance of these data in educational and manpower planning.

Schools of Architecture. (Eleventh Edition). Helen T. Schneider (Compl.). New Jersey Society of Architects, 110 Halsted St., East Orange, N.J. 07018. 1975. 99 pp. $3.00. Architectural schools in the U.S. and Canada are listed. Where available, entries include qualifications for admission, courses, degrees offered and costs. Scholarship sources available to U.S. architectural students are included.

Selected Characteristics of Persons in Fields of Science or Engineering: 1974. (Current Population Reports, Special Studies Series P-23, No. 53). U.S. Department of Commerce, Bureau of the Census, Population Division. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 57 pp. $1.40. Selected inventory statistics on demographic, educational and career-related characteristics are provided for persons in science or engineering. Computer specialists, engineers, mathematical specialists, life scientists, physical scientists, environmental scientists, psychologists and social scientists are included, as well as persons who were in one of these fields in 1972 but not in 1974. Summary information on age, sex and 1972 field for persons not responding to 1974 survey is also given.

Supply of Health Manpower, The: 1970 Profiles and Projections to 1990. U.S. Department of Health, Education, and Welfare, Public Health Service, Health Resources Administration, Bureau of Health Resources Development. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1974. 222 pp.

$3.00. Descriptive profiles of current and past supply of health manpower and projections of manpower supply to 1990 are provided. Health manpower occupations covered are the major health professional categories, including a number of specialties within these categories, and selected groups of allied health professions and occupations.

U.S. Working Women: A Chartbook. (Bulletin 1880). U.S. Department of Labor, Bureau of Labor Statistics. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 56 pp. $1.75. Statistical information on changing role of women in the labor force is provided. Labor force participation of women, their employment and unemployment, marital and family status, income, education, job tenure and work-life expectancy are included.

Varieties of Work Experience. Phyllis L. Stewart and Muriel G. Cantor. Halsted Press, John Wiley and Sons, Inc., 605 Third Ave., New York, N.Y. 10016. 1974. 407 pp. $12.50 (cloth). Readings in sociology of occupational and organizational structures are presented. Study is divided into four sections, each emphasizing a different level of social control: cultural and social, organizational, occupational and client control.

What Wives Wish Their Husbands Knew About Women. James Dobson. Tyndale House Publishers, Inc., Wheaton, Ill. 60187. 1975. 189 pp. $5.95. Author identifies ten "sources of depression" most commonly expressed by women. Specific causes and treatment for feminine dissatisfaction are explored. Solutions and suggestions found to be effective are proposed.

GUIDANCE ADMINISTRATION AND PROCEDURES

Academic Women, Sex Discrimination and the Law. (Revised). Adrian Tinsley, Elaine Reuben and Diane Crothers. MLA Commission on the Status of Women, Modern Language Association, 62 Fifth Ave., New York, N.Y. 10011. 1975. 30 pp. $1.00. This pamphlet provides an overview of legal resources currently available to academic women, both for individuals who have experienced discrimination and groups organizing to deal with patterns of discrimination in educational institutions.

Barriers to Women's Participation in Postsecondary Education. U.S. Department of Health, Education, and Welfare, Education Division, National Center for Education Statistics. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 74 pp. $1.40. Extent and magnitude of barriers to women's participation in postsecondary education are considered. Institutional barriers, including admissions practices, financial aid practices, institutional regulations, curriculum planning and student personnel services, faculty and staff attitudes, are surveyed. Social constraints and psychological factors are also discussed.

Basics of Supervisory Management, The: Mastering the Art of Effective Supervision. James Menzies Black. McGraw-Hill Book Company, 1221 Avenue of the Americas, New York, N.Y. 10020. 1975. 214 pp. $12.95. Basic rules of good supervisory management are explained. Responsibilities of supervisory jobs, day-to-day problems and ways of solving them are considered. On-the-job examples, checklists and recommendations are provided.

Career Guidance: Roles for Action. Anne E. Garrett. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 8 pp. $1.00. Direction and emphases career guidance concepts should take are considered. Responsibilities of guidance counselors within the framework of career education are discussed. Career development concepts are examined at the elementary through secondary school levels with discussion of techniques developed by various authorities in career guidance. "Roles for action" that counselors may take in order to be better prepared for more effective utilization of skills and knowledge are delineated.

Career Guidance—When, Where and By Whom? S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 12 pp. $1.00. Developments within career guidance and technical innovations likely to occur within the next 20 years

are outlined. Personal, interpersonal and systemic factors influencing amount of benefit one receives from information systems are surveyed. The "when, where and by whom" of career guidance are examined. Counselors' responsibilities within the framework of career guidance are considered.

Career Guidance and the Changing World of Work. S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 8 pp. $1.00. Physical and educational changes occurring in our society are considered. Transition within the family and consequent changes in human values are discussed. Impact of technological change and resultant change in composition of the labor force are examined. Author concludes with a challenge to the counseling profession to meet future needs.

Consulting for Organizational Change. Fritz Steele. University of Massachusetts Press, Amherst, Mass. 01002. 1975. 202 pp. $10.00. Role demands on behavioral science consultants working to effect change in groups and organizations are analyzed. Neglected areas of consultation are examined, including teamwork, its benefits and difficulties, effective use of physical settings in change activities, and unrecognized features of the client role.

Counselor's Check-Up List. (Revised). S. Norman Feingold, Anne E. Garrett, Fae E. Hoffman and Neil S. Dumas. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 11 pp. $1.00. This checklist is designed to help educational and vocational counselors in a wide variety of settings. Some of the most significant publications and available professional resources are listed. Sixteen topic headings suggest 275 ideas, techniques, directories and references, many of which are free for the asking. Item sources and complete addresses are included wherever possible.

Critical Issues in Career Guidance. S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 12 pp. $1.00. Issues confronting and challenging career guidance counselors are examined. Question of whether counselors are facing a crisis of identity is explored. Requirements for satisfactory fulfillment of counselors' roles are considered. Functions of a professional association in order to effectively represent its membership are delineated.

Educational Needs of Minority Groups. Alfredo Castaneda, Richard L. James and Webster Robbins. Professional Educators Publications, Inc., P.O. Box 80728, Lincoln, Nebr. 68501. 1975. 112 pp. $2.25 (paper). Educational problems and needs of Mexican-Americans, Black Americans and native American Indians are examined.

Effective Director in Action, The. J. Keith Louden. AMACOM, American Management Associations, 135 West 50th St., New York, N.Y. 10020. 1975. 190 pp. $14.50. Board of Directors' role in corporate accountability is examined. Organizing an effective board, managerial decisions, auditing manpower and finances, and boards' responsibility to the public are analyzed.

Equal Rights for Women in Education: A Handbook of State Laws and Policies Affecting Equal Rights for Women in Education. Jessica Pearson (Compl.). Education Commission of the United States, 300 Lincoln Tower, 1860 Lincoln St., Denver, Colo. 80203. 1975. 125 pp. $2.00. State-by-state data on laws, executive orders, regulations, guidelines, administrative structures and procedures affecting equal rights for women in education are furnished.

Ethical and Legal Concerns of the Counselor. Mark L. Fisher. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 8 pp. $1.00. Ethical and legal implications of counselors' professional activities are discussed. Past laws affecting counselors' performance of duties are delineated. Issue of privileged communication is examined. Ways in which counselors may protect themselves from lawsuits are considered. Importance of more efficient counselor education and training is stressed. Author urges counselors to take heed of ethical and legal considerations in guidance. Questions for consideration and selected bibliography are included.

From School to College: Articulation and Transfer. Julius Menacker. American Council on Education, One Dupont Circle, Washington, D.C. 20036. 1975.

229 pp. $10.00. Author's concern is to simplify process of admitting students from one educational level to the next. Problems of horizontal articulation, such as curricular integration, differences of instruction and general educational style within a level, are examined. Guidance-centered articulation is analyzed in terms of program selection, credit transfer, admission, academic and social adjustment, and best choices of institutions by students and of students by institutions. Guidelines are suggested to make full use of admissions information, professional contacts and nonstandard credentials. Pitfalls of transferring among colleges and programs are pinpointed. Suggestions for resolving administrative conflicts among institutions are made.

Future is Now, The. S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 8 pp. $1.00. The need of today's youth for personal growth and self-actualization is considered. Author's conviction that "the future is now" and tomorrow's leadership is here today is highlighted. Technological advances, as well as technical innovations expected to be in existence in the year 2000, are examined. Concomitant need for improvement of human relations in order to achieve a meaningful life of service to others is stressed. Major contention is that the responsibility and privilege of today's youth is to make of tomorrow what they will and to help society become more people-oriented.

How to Get Government Grants. Philip Des Marais. Public Service Materials Center, 355 Lexington Ave., New York, N.Y. 10017. 1975. 160 pp. $13.50. Ways in which eligible institutions get organized to qualify for government funding are described. System and process are presented by which institutions identify programs and sources of government funds for which they are eligible. Plan for developing proposals and applications for grants and contracts as well as basics of a management system for grants received are provided. Checklist of primary information sources for government funding is included.

Job Enrichment for Results: Strategies for Successful Implementation. Roy W. Walters and Associates, Inc. Available from: Addison-Wesley Publishing Company, Inc., Reading, Mass. 01867. 1975. 307 pp. $10.95. Theoretical framework of Job Enrichment is reviewed and placed in context of the current organizational dilemma. Model for redesigning jobs that will unlock motivational drives is given. Case histories are used to illustrate successful Job Enrichment techniques.

Manpower Report of the President. U.S. Department of Labor, Manpower Administration. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 349 pp. $4.20. Both the Department of Labor's annual report on manpower requirements, resources, utilization and training, and the Department of Health, Education, and Welfare's annual report on facilities utilization and manpower program coordination are provided.

Needs Assessment: A Focus for Curriculum Development. Fenwick W. English and Roger A. Kaufman. Association for Supervision and Curriculum Development, 1701 K St., N.W., Suite 1100, Washington, D.C. 20006. 1975. 65 pp. $4.00. Needs assessment, a process for identifying and defining valid curriculum, instructional and management objectives, is analyzed.

New Approaches to College Student Development. Arthur L. Tollefson. Behavioral Publications, Inc., 72 Fifth Ave., New York, N.Y. 10011. 1975. 150 pp. $9.95 (cloth). Philosophical and historical developments in higher education in terms of implications for student development are considered. Programs that provide opportunities for the educationally disadvantaged are described. Programs that provide more personalized services to other kinds of students are presented. Curricular innovations, efforts to recreate a sense of community and trends are examined. Implications for the future are included.

Perspectives on Career Guidance: An Administrator's View. S. Norman Feingold. A reprint from: *Peabody Journal of Education*, Vol. 52, No. 1, Oct. 1974, pp. 5-13. Available from: B'nai B'rith Career and Counseling Services. Address on masthead. 1975. 8 pp. $1.00. Basic concepts of career education and their relation to career guidance are considered. Role of career guidance within the framework of career education is examined. Thrust of today's youth toward personal growth and self-actualization is

emphasized. Author provides twenty-two working guidelines for counselors. Suggestions are made concerning the role which may be taken by a professional association toward implementing relevant career guidance programs.

Professional Women and Minorities—A Manpower Data Resource Service. Betty M. Vetter and Eleanor L. Babco. Scientific Manpower Commission, 1776 Massachusetts Ave., N.W., Washington, D.C. 20036. 1975. 656 pp. $40.00. Purpose of this book is to assist persons or groups seeking data on participation and availability of women and/or minorities in professional areas generally requiring formal education to at least the baccalaureate level. Data are provided on general enrollments, general degrees, general professional fields, general and academic workforce. Data are also included for specialties within physical science, life sciences, social sciences, arts, humanities and education.

Projections of Educational Statistics to 1983-84. Kenneth A. Simon and Martin M. Frankel. U.S. Department of Health, Education, and Welfare, Education Division, National Center for Education Statistics. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 171 pp. $2.50. Ten-year projections of statistics are provided for elementary and secondary schools and institutions of higher education.

Selected Speeches on Career Development and Education. S. Norman Feingold and Marvin J. Feldman. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 16 pp. $1.00. "Colleges and Universities: Career Development for Human Potential," by Dr. S. Norman Feingold, highlights obligations of higher education in career development. Goals in preparing young people to assume their appropriate places in the world of work are analyzed. Responsibilities in relation to the new concept of career education are examined. Thrusts to make education more meaningful in the development of human potential are presented. "Career Education: A Philosophy," by Marvin J. Feldman, considers philosophical differences betwgen vocational education and career education. Career education and its relation to a more meaningful vocational education system is delineated.

Sex Equality in School. American Association of School Administrators, 1801 N. Moore St., Arlington, Va. 22209. 1975. 25 pp. $1.00. Current practices that frustrate full development of human resources and deny equal educational opportunity are described. Remedies to correct the condition are suggested.

Strengths of a Good Faculty, The: Notes on Evaluation, Growth, and Professional Partnership of Teachers. David Mallery. National Association of Independent Schools, 4 Liberty Square, Boston, Mass. 02109. 1975. 92 pp. $3.00. Discussions of building on strengths in schools as well as teacher evaluation are presented. Steps toward evaluation in schools are provided. Exhibits include basic readings relating to teacher evaluation and sample faculty evaluation programs.

Teachers and Students: Aspects of American Higher Education. Martin Trow (Ed.). Carnegie Commission on Higher Education. Available from: McGraw-Hill Book Company, 1221 Avenue of the Americas, New York, N.Y. 10020. 1975. 419 pp. $17.50. This collection of essays explores distinct segments and activities of the academic population. Faculty research, extent and effect of religious commitment of faculty, undergraduates in sociology, undergraduate peer influence and group norms, academic women and blacks are studied.

Testing and Evaluation: New Views. Association for Childhood Education International, 3615 Wisconsin Ave., N.W., Washington, D.C. 20016. 1975. 64 pp. $2.50. New frame of reference for meaningful evaluation is outlined. Part I provides overview of testing and evaluation as well as discussion of alternative ways in educational evaluation. Part II considers problems in and possibilities of testing. In Part III, examples of meaningful evaluation are presented.

Toward a Literate Society: A Report From the National Academy of Education. John B. Carroll and Jeanne S. Chall (Eds.). McGraw-Hill Book Company, 1221 Avenue of the Americas, New York, N.Y.

10020. 1975. 370 pp. $12.50. Problems and possibilities involved in developing a national Right-to-Read program are studied. Report begins with a definition and diagnosis of national reading problems, national strategy for attacking illiteracy, legislative and administrative programs for implementation. Part Two discusses current practices in elementary reading instruction, bilingual literacy, role of television in literacy programs, a national reward system, motivation as a key to literacy, and political and economic implications of a national reading effort.

Trends in the Counseling of Women in Higher Education 1957-1973. Barbara S. Knox. National Association for Women Deans, Administrators, and Counselors, 1028 Connecticut Ave., N.W., Washington, D.C. 20036. 1975. 32 pp. $2.00. This paper is an exposition of changes and trends in the way women were viewed in higher education counseling through a sixteen-year period which culminates in the women's liberation movement.

Work, Technology, and Education. Dissenting Essays in the Intellectual Foundations of American Education. Walter Feinberg and Henry Rosemont, Jr. (Eds.). University of Illinois Press, Urbana, Ill. 61801. 1975. 222 pp. $10.00. Direction of American education is considered. Fundamental weaknesses of modern schools in industrial societies and ways in which methodologies and aims of scholars have heightened these weaknesses are discussed. New approaches to education are suggested.

STUDENT AIDS

AFDH's Loan Program for Undergraduate and Graduate Dental Students. American Fund for Dental Health, 211 East Chicago Ave., Suite 1630, Chicago, Ill. 60611. Un-numbered. Free. AFDH guaranteed loan program for undergraduate and graduate dental students is intended to supplement all other loan opportunities, including federal, state and university programs. Eligibility, amount borrowable, conditions of loan and application procedure are discussed.

Aid to Higher Education: Scholarship Program. State Farm Companies Foundation, One State Farm Plaza, Bloomington, Ill. 61701. 1975. Un-numbered. Free. These scholarships are designed to recognize and assist talented children of State Farm agents and employees. Scholarship awards range from $375 to $2000 per year based on individual needs as determined by National Merit Scholarship Corporation. Eligibility, application procedure and other information pertaining to awards are included.

Barron's How to Prepare for College Entrance Examinations. (Scholastic Aptitude Test). (Seventh Edition). Samuel C. Brownstein and Mitchel Weiner. Barron's Educational Series, Inc., 113 Crossways Park Dr., Woodbury, N.Y. 11797. 1974. 630 pp. $4.50 (paper). This book is intended for students preparing for college admissions tests. Self-scoring tests as well as explanation of correct answers are provided for Scholastic Aptitude Test. Sample tests are furnished for Verbal and Mathematics sections, and Achievement Tests in English, Science, Languages, Mathematics and Social Studies. Colleges with examination requirements are listed. Special section on college selection and application is included.

Danforth Graduate Fellowship Program: Danforth Fellowships, Kent Fellowships, Graduate Fellowships for Women. Danforth Foundation, 222 South Central Ave., St. Louis, Mo. 63105. 1975. 15 pp. Free. Danforth Fellowships Program provides financial aid to outstanding college seniors intending to enter college teaching. Kent Fellowships provide assistance to persons who combine excellence in scholarship with religious commitment and show promise for outstanding leadership in higher education. Graduate Fellowships for Women assist able women whose academic careers have been interrupted to undertake on a full-time or part-time basis a master's or doctoral program in preparation for careers in teaching or administration in secondary schools or colleges. Basic purposes, criteria for election, eligibility, nomination and application procedure, GRE requirements, length of appointment and other pertinent information are furnished.

Dental Laboratory Technology Teacher Scholarships. American Fund for Dental Education, 211 East Chicago Ave., Chicago, Ill. 60611. 1975. Un-numbered. Free. AFDE's Dental Laboratory Tech-

nology Teacher Scholarship provides for a monthly stipend of $200 as well as payment of tuition of up to $600 per year. Applicants must have completed at least two years in a baccalaureate degree program that prepares a graduate to teach dental laboratory technology, be a U.S. citizen, and be recommended by the Dental Laboratory Technology Program Director. Selection, terms, application procedure and deadline for applications are noted.

Financing Part-Time Students: The New Majority in Postsecondary Education. Report of the Committee on the Financing of Higher Education for Adult Students to the Office of Governmental Relations. Sales Office, Publications Division, American Council on Education, One Dupont Circle, Washington, D.C. 20036. 1974. 118 pp. $4.75. This report covers part-time students in degree credit, nondegree and noncredit programs in collegiate and noncollegiate educational institutions, corporations, government agencies, associations and community organizations. Discussion includes image and number of part-time students, delivery systems and financing patterns, and current proposals for financing postsecondary education in the U.S. General and specific recommendations are provided.

Graduate Library School Programs Accredited by the American Library Association. "Accredited List," American Library Association, 50 East Huron St., Chicago, Ill. 60611. 1975. 2 pp. Free. Accredited schools are listed by region. Information includes name and address of school, degree offered and administrator's name. Schools offering post-master's, specialist or certificate programs, doctoral programs, and accredited programs at the fifth-year level leading to professional bachelor's degree are noted.

Handbook for the Medical College Admission Test. William Gladstone, Kenneth A. Chazen and Percy Brazil. Arco Publishing Company, Inc., 219 Park Ave. South, New York, N.Y. 10003. 1974. 468 pp. $5.00 (paper). This handbook is a self-help learning tool to help students in preparing for the Medical College Admission Test. Sample admissions tests with answer keys and evaluation tables are included.

1975 Journalism Scholarship Guide and Directory of College Journalism Programs. Newspaper Fund, Inc., P.O. Box 300, Princeton, N.J. 08540. 1974. 97 pp. Free (single copy). Information is provided on aid offered through schools and departments of journalism in U.S. and Canadian colleges and universities, as well as by newspapers and professional societies. Miscellaneous sources of scholarship aid and grants for minority students are listed. Directory of journalism programs is included.

RCA Scholarships and Fellowships. Educational Aid Committee, Cherry Hill, N.J. 08101. 1975. Unnumbered. Free. RCA-sponsored undergraduate scholarships and graduate fellowships are described. Institutions at which they are placed are included.

Student Aids and BBCCS: A New Look at an Old Problem. S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 25 pp. $1.00. Student aid picture between 1938 and 1973 is examined. Types of financial assistance—scholarships, fellowships, loans, both federal and commercial, student aid packages, work-study programs, etc., are discussed. Sources of information on Guaranteed Student Loan Program are listed. Areas in which problems exist for minority students are explored. Role of counselors in career and scholarship planning is delineated. Selected bibliography is included.

Student Expenses at Postsecondary Institutions 1975-76. Elizabeth W. Suchar, Stephen H. Ivens and Edmund C. Jacobson. College Scholarship Service, College Entrance Examination Board. Available from: College Board Publication Orders, Box 2815, Princeton, N.J. 08540. 1975. 68 pp. $2.50. Information on costs of attending different types of postsecondary institutions are analyzed. Seventeen tables show average expenses for resident, commuting and self-supporting students. Data revealing how postsecondary educational expenses are increasing and how expenses vary by College Board region are included.

AIDS FOR THE TEACHER

Designs in Affective Education: A Teacher Resource Program for Junior and Senior High. Elizabeth W.

Flynn and John F. LaFaso. Paulist Press, 400 Sette Dr., Paramus, N.J. 07652. 1974. 358 pp. $10.00. This teacher resource program provides 126 teaching strategies for affective education. Exercises are arranged under six themes: Communication, Freedom, Love, Peace, Happiness and Life.

Education of the Spanish-Speaking Urban Child: A Book of Readings. Earl J. Ogletree and David Garcia (Eds.). Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1975. 474 pp. $22.75. Social, cultural, linguistic, educational and psychological barriers confronting Spanish-speaking individuals are explored. Thirty-three contributions examine problems of segregation and integration, expectations and self-concepts, schools and the Spanish-speaking child, problems of language and learning, cultural influences on achievement and intelligence, bilingual education, and other educational issues.

Educators Guide to Free Guidance Materials. (Fourteenth Edition). Mary H. Saterstrom and Joe A. Steph (Eds.). Educators Progress Service, Inc., Randolph, Wisc. 53956. 1975. 322 pp. $9.75. Information on 1,354 selected free guidance aids, including films, filmstrips, slides, tapes, scripts, audiodiscs and printed matter is listed. Names and addresses, availability, loan terms and ordering procedures are included. Canadian and Australian availability indices are provided.

Educators Guide to Free Social Studies Materials. (Fifteenth Edition). Patricia H. Suttles, Steven A. Suttles and William H. Hartley (Eds.). Educators Progress Service, Inc., Randolph, Wisc. 53956. 1975. 600 pp. $10.50. Information on title, source, availability and content is provided for 1598 films, 123 filmstrips, 115 slides, 229 audiotapes, 74 videotapes, 12 scripts, 151 transcriptions, and 613 other materials including bulletins, pamphlets, charts, exhibits, posters, maps, magazines and books.

Elementary Teachers Guide to Free Curriculum Materials. (Thirty-second Edition). Patricia H. Suttles and Robert D. Krey (Eds.). Educators Progress Service, Inc., Randolph, Wisc. 53956. 1975. 420 pp. $10.75. This guide contains complete, up-to-date, annotated schedules on 1664 free maps, bulletins, pamphlets, exhibits, charts, magazines and books. Availability, loan terms and ordering procedures are noted.

Guidelines to Teaching Remedial Reading. (Revised). Lillie Pope. Book-Lab, Inc., 1449 37th St., Brooklyn, N.Y. 11218. 1975. 192 pp. $3.85 (paper). This manual for tutors deals with specific techniques needed for teaching remedial reading. Problems of the student, nature of relationship between tutor and student, skills involved in reading, and ways to evaluate student's reading level and determine strength and weaknesses are considered. Hints for organizing a program of instruction as well as suggestions for materials are included.

Psychology and Education of the Gifted. (Second Edition). Walter B. Barbe and Joseph S. Renzulli (Eds.). Halsted Press, John Wiley and Sons, Inc., 605 Third Ave., New York, N.Y. 10016. 1975. 481 pp. $12.95. Materials on historical development of the psychology and education of the gifted, characteristics of the gifted and creative, and issues related to identifying and providing programs for highly able students are presented. Special attention is given to topic of underdeveloped talent and teaching the gifted.

Schoolteacher: A Sociological Study. Dan C. Lortie. University of Chicago Press, 5801 Ellis Ave., Chicago, Ill. 60637. 1975. 284 pp. $9.95. Author employs a multifaceted approach to produce an impression of teaching as an occupation as seen from teacher's perspective. Selected structural features of teaching are reviewed. Major processes of occupational perpetuation–recruitment, socialization and distribution of career rewards–are examined. Meanings which teachers give to tasks and sentiments generated in executing tasks are considered. Examination of teachers' goals and problems in reaching them is included.

Teaching Tomorrow Today: A Guide to Futuristics. Ronald T. Laconte. Bantam Books, Inc., 666 Fifth Ave., New York, N.Y. 10019. 1975. 139 pp. $1.25 (paper). Purpose of this book is to help students understand nature of change in modern society and futuristic investigation. Classroom activities and techniques, analyses of key problem areas and study guides to major books on the future are included.

Therapeutic Classroom, The. Monica Holmes, Douglas Holmes and Judith Field. Jason Aronson Book Publishers, 59 Fourth Ave., New York, N.Y. 10003. 1974. 204 pp. $10.00. Authors describe need to link therapy with remedial instruction. Stories of six angry, practically illiterate, ninth graders illustrate style of therapeutic intervention advocated.

GUIDANCE MATERIAL—FREE OR INEXPENSIVE

Big "W" in Manpower—Women: Selected Articles on Women in the Work Force. (Reprint from: *Manpower Magazine*, February 1975). Available from: Manpower Administration, U.S. Department of Labor, Room 10225, Patrick Henry Bldg., Washington, D.C. 20213. 1975. 17 pp. Free. Selected articles on women in the work force are presented. Women offenders, women shipbuilders, the FLSA and household work, and ex-offenders working as correctional officers are considered.

Catalogue of Publications. Israel Information Center, 214 Jaffa Rd., P.O.B. 13010, Jerusalem, Israel. 1975. 36 pp. Free. Major subjects covered by publications listed include: Israel, Arab-Israel Conflict, The Middle East, Jews of the World and Miscellaneous (maps bibliographies, current information, posters and other visual aids).

College Board Publications 1975-76. College Entrance Examination Board. Available from: College Board Publication Orders, Box 2815, Princeton, N.J. 08540. 1975. 63 pp. Free (single copy). Publications in areas of career and college guides; admissions and placement; curriculum, research and teaching; decision-making and guidance; financial aid and minority affairs; annuals, histories and periodicals are listed. Listings of films and program-related publications as well as author and title index are included.

Institutions of Higher Education Index by State and Congressional District, 1974-75. Carolyn R. Smith. U.S. Department of Health, Education, and Welfare, Education Division, National Center for Education Statistics, Washington, D.C. 20202. 1975. 50 pp. Free. Names of senators, representatives and other elected officials of the 94th Congress, their states and Congressional districts, and each institution of higher education located therein are listed. Listing also includes information on control of school, student body and city.

Jobs for Which Apprenticeships Are Available. U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212. 1974. Un-numbered. Free (single copy). Occupations requiring apprenticeship training are listed. Summaries for each occupation highlight number of persons presently employed, qualifications and training, employment opportunities and trends to 1985.

Minorities and Women in the Health Fields: Applicants, Students and Workers. U.S. Department of Health, Education, and Welfare, Public Health Service, Health Resources Administration, Bureau of Health Resources Development, Washington, D.C. 20203. 1974. 44 pp. Free. Data on representation of racial/ethnic minority groups and women, including school applicants, students and workers are furnished. First section contains summary tables on current numbers of minorities and women, while second section provides trend data for individual health professions and occupations.

NIH Publications List. National Institutes of Health, Office of the Director, Division of Public Information, Editorial Operations Branch, Bethesda, Md. 20014. 1975. 48 pp. Free (single copy). Publications listed in this compilation contain information on programs and functions of NIH, and on nature of various diseases and research efforts to combat them.

1975 Catalog of Publications. B'nai B'rith Career and Counseling Services. Address on masthead. 1975. 4 pp. Free. This catalog lists current BBCCS publications in guidance, career planning and occupational information. Aids for counselors and parents, information relating to the handicapped and rehabilitation counseling, and educational directories and research are included. Special Occupational Brief Kit is featured.

Personnel and Research Utilization in Rehabilitation. John E. Muthard. Regional Rehabilitation Research

Institute, Box 208, J. Hillis Health Center, University of Florida, Gainesville, Fla. 32610. 1975. 34 pp. 25 cents. Summary descriptions of different facets of Institute's work are provided. Abstracts of monographs, indexes, reports and articles published by Institute staff are also furnished.

Sex Roles: A Research Bibliography. Helen S. Astin, Allison Parelman and Anne Fisher (Compl.). Public Inquiries Section, National Institute of Mental Health, 5600 Fishers La., Rockville, Md. 20852. 1975. 362 pp. Free (single copy). This research bibliography includes literature originating in investigations of contemporary roles of women and men, and influence of sex roles on individual behavior and societal institutions.

Steps to Opening the Skilled Trades to Women. U.S. Department of Labor, Employment Standards Administration, Women's Bureau, Washington, D.C. 20210. 1974. 8 pp. Free. Steps employers must take to increase employment of women in the skilled trades are delineated. Ways in which employers can best utilize women workers, what unions can do to open skilled trades to women and what women can do to accelerate their entry into skilled trades are detailed. Special programs designed to help women enter trades are examined.

Summary of Selected Legislation Relating to the Handicapped—1974. U.S. Department of Health, Education, and Welfare. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 38 pp. 70 cents. Brief synopses of legislation enacted by the 93rd Congress which affects physically and mentally handicapped persons are presented.

Survey of Research Concerns on Women's Issues, A. Arlene Kaplan Daniels. Project on the Status and Education of Women, Association of American Colleges, 1818 R St., N.W., Washington, D.C. 20009. 1975. 43 pp. Free. Overall view on how women's research issues relate to status of women in society is provided. Women's movement, consequences of women's movement, socialization and the educational system, world of work, marital status and family, health and life cycle issues, as well as other issues of practical concern are pinpointed.

Third Survey, The: Corporate, Foundation, Alumni and Individual Support of Medical Education. National Fund for Medical Education, 2 West 46th St., New York, N.Y. 10036. 1975. 11 pp. Free. Data from 80 medical schools pertaining to sources of financial support of medical education are presented.

Three Steps for College Entrance. President's Committee on Employment of the Handicapped and B'nai B'rith Career and Counseling Services. Available from: B'nai B'rith Career and Counseling Services. Address on masthead. 1972. Un-numbered. Free. Suggestions on preparing for college are detailed. Self-help ideas concerning financial aid are discussed. Scholarship and loan resources and addresses are listed. An education planning calendar is provided to record college visits, examination dates, deadlines for applications and other pertinent data.

ADULT EDUCATION AND THE AGING

ACTION: Senior Companion Program. ACTION, Recruiting Office, 812 Connecticut Ave., N.W., Washington, D.C. 20525. 1975. Un-numbered. Free. Purpose of Senior Companion Program is to provide personally meaningful community service opportunities to low-income persons age 60 and older for the benefit of other people in need of an extra measure of help in daily living. Description of program and listing of ACTION regional offices are provided.

Aging in American Society: An Examination of Concepts and Issues. James D. Manney, Jr. Institute of Gerontology, University of Michigan—Wayne State University, 543 Church St., Ann Arbor, Mich. 48104. 1974. 231 pp. $3.50. Overview of major concepts in aging is provided. Physiological, biological, psychological and socioeconomic changes in aging; social situation of older people; important policies and programs directed at the elderly are considered.

Americans in Middle Years: Career Options and Educational Opportunities. Alan Entine (Ed.). Ethel Percy Andrus Gerontology Center, University of Southern California, Los Angeles, Calif. 90007. 1974. 54 pp. $3.00. Summary of conference proceedings sponsored by State University of New York and Fund for New Priorities in America is presented. Emphasis

is on challenges that must be met by people in their middle years, as well as opportunities for entering different occupations or returning to school.

Best Years of Your Life, The: A Guide to the Art and Science of Aging. Leopold Bellak. Atheneum Publishers, 122 East 42nd St., New York, N.Y. 10017. 1975. 297 pp. $10.00. Definition of aging is provided in physical, psychological and social terms. Prevalent special problems, fear of aging, personality and character changes in the elderly, problems of the psyche and treatment of common mental ailments are examined. Aging brain and mind, physical health, housing, senior citizen economics, and health are also considered. Appendix provides examples of services and other help available in areas of employment, financial assistance, governmental agencies, health, home care, housing, legal and protective services, recreation, special interest groups and volunteer services.

Growing Old in the Country of the Young. Charles H. Percy. McGraw-Hill Book Company, 1221 Avenue of the Americas, New York, N.Y. 10020. 1974. 214 pp. $7.95. Problems of aging are defined. Solutions for the aged in areas of poverty, unemployment, government health programs, home health care, nursing homes and housing are proposed. Broad national and local action programs required to properly care for the aged are pinpointed. "Action Resource Guide" is provided to assist elderly persons in selecting a nursing home, maximizing available medical care, checking insurance benefits and obtaining agency help.

Prime Time: A Guide to the Pleasures and Opportunities of the NEW MIDDLE AGE. Bernice Hunt and Morton Hunt. Stein and Day Publishers, Briarcliff Manor, N.Y. 10510. 1975. 225 pp. $7.95. Authors report on social changes and technological advances that make the 40-to-65 period of the life cycle radically different from what it has been in other societies and previous eras. New opportunities awaiting the middle-aged are explored. Medical, psychological and social problems are considered.

Senior Opportunities and Services: Directory of Programs. Office of Older Persons Programs, Community Services Administration. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 405 pp. $4.65. OEO's elderly programs are identified. Purpose and scope of Senior Opportunities and Services programs as well as regional summaries are presented. OEO regional offices, State Economic Opportunity offices, State Administration on Aging agencies and legal services are listed. Guidelines for planning programs for older persons are included.

Target Population in Adult Education. National Advisory Council on Adult Education. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1974. 157 pp. $2.35. Economic perspectives and prospects of adult education target population are examined. ABE (Adult Basic Education) enrollment, composition of enrollment by sex, race and ethnic background, role of ABE in rehabilitation and cost factors are considered. State demographic data are also presented.

HANDICAPPED AND REHABILITATION COUNSELING

About Stroke. Sister Kenny Institute, 1800 Chicago Ave., Minneapolis, Minn. 55404. 1975. 38 pp. $2.50. Overview of varying causes, effects and outcomes of stroke is provided. Effects of stroke on individual's motor, sensory, intellectual, perceptual, communication and emotional skills are described. Possible prospects for medical, physical, emotional and vocational recovery are discussed.

Beyond the Limits: Innovations for the Severely and Profoundly Retarded. Frank J. Menolascino and Paul H. Pearson (Eds.). Special Child Publications, Bernie Straub Publishing Company, Inc., 4535 Union Bay Place N.E., Seattle, Wash. 98105. 1974. 288 pp. $6.50. This book directs itself to existing and emerging trends in helping severely retarded-multiply handicapped youngsters. International and national trends are reviewed with particular reference to attitudinal programmatic and management techniques which hold promise.

Careers for the Homebound: Home Study Opportunities. President's Committee on Employment of the Handicapped and B'nai B'rith Career and Counseling

Services. Available from: B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 16 pp. Free. This pamphlet provides a useful reference tool for counselors in helping the homebound attain educational and vocational objectives. Courses listed may be taken by persons of various ages, backgrounds and educational achievements. They can lead to productive employment, self improvement or the development of personal interests and hobbies. Immediately following course listings are names and addresses of accredited home study schools offering those particular subjects.

Community Services for Retarded Children: The Consumer-Provider Relationship. John J. Dempsey (Ed.). University Park Press, Chamber of Commerce Bldg., Baltimore, Md. 21202. 1975. 311 pp. $18.50. Community services for retarded children are evaluated in terms of a consumer-provider relationship. Readings are grouped according to five main subject areas: Dimensions of the Subject, Definition of the Problem, Roles of the Professions, Detection and Diagnosis, Treatment.

Handbook on Stuttering, A. (Revised Edition). Oliver Bloodstein. National Easter Seal Society for Crippled Children and Adults, 2023 W. Ogden Ave., Chicago, Ill. 60612. 1975. 404 pp. $4.00 (paper). Symptomatology, theories and incidence of stuttering are reviewed. Characteristics of persons who stutter, distribution and frequency of stuttering, inferences, and treatment are examined.

Independent Living: New Goal for Disabled Persons. (Public Affairs Pamphlet No. 52). Irving R. Dickman. Public Affairs Committee, Inc., 381 Park Ave. South, New York, N.Y. 10016. 1975. 28 pp. 35 cents. Needs and problems of disabled persons are examined. Feasibility of living alone and choices open to those who wish to try an alternative to parents' home or an institution are explored.

Make Today Count. Orville E. Kelley. Delacorte Press, Dell Publishing Company, Inc., 1 Dag Hammarskjold Plaza, 245 East 47th St., New York, N.Y. 10017. 1975. 203 pp. $7.95. Story is related of a small town Iowa newspaperman with incurable cancer who started Make Today Count, a self-help organization for the terminally ill and their families.

Paraprofessional Work With Troubled Children. James E. Gardner. Halsted Press, John Wiley and Sons, Inc., 605 Third Ave., New York, N.Y. 10016. 1975. 180 pp. $12.95. This book is an account of use of paraprofessionals in remedial reading, child therapy, parent counseling and preventive kindergarten programs at the Children's Center for Educational Therapy, Venice, California.

Physical Management for the Quadriplegic Patient. Jack R. Ford and Bridget Duckworth. F. A. Davis Company, Publishers, 1915 Arch St., Philadelphia, Pa. 19103. 1974. 392 pp. $22.50. Physical methods of self-care which have been successfully used by patients are detailed. Contents include: Wheelchair Mobility and Propelling, Bed Mobility and Transfers, Bathing, Dressing and Undressing, Holding and Manipulating, Car Transfers and Driver Training, Housing, Vocation and Recreation.

Rehabilitation in Israel. Kenneth W. Reagles, Solly Katz and George N. Wright. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 244 pp. $7.95. This volume is compendium of services available to disabled and vocationally handicapped youth and adults of the State of Israel. Text is organized according to program sponsorship, i.e. governmental, municipal, public and voluntary organizations. Within larger categories, specific programs are arranged alphabetically. Format for each program includes a description of rehabilitation process components such as referral procedures and sources, eligibility and evaluations required through placement and follow-up, as well as organizational details pertaining to program's history, legislative base, collaborative arrangements, service evaluation and research activities. Appendix B contains, in summary form, a "Services to the Handicapped Directory" which serves as a useful guide for agency personnel.

Space Age Challenges and New Career Horizons for the Deaf. S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1972. 11 pp. $1.00. This keynote presentation was delivered at the 9th Biennial Convention of the National Congress of Jewish Deaf in Atlantic City. The world of work as it exists today as well as projections for the future are described. Career needs and guidelines for the deaf are delineated.

THE COUNSELOR'S BOOKSHELF

Aha! Insights Into Creative Behavior. Sidney J. Parnes, D. O. K. Publishers, Inc., 71 Radcliffe Rd., Buffalo, N.Y. 14214. 1975. 58 pp. $1.50. First section focuses on twenty-year development of creativity as related to author's own experiences. Second section applies philosophy of creativity to problem of death. Application of creative problem solving to professional challenges is considered in final section.

Bureaucratic Encounters: A Pilot Study in the Evaluation of Government Services. Daniel Katz, Barbara A. Gutek, Robert L. Kahn and Eugenia Barton. Sales Fulfillment Section, Institute for Social Research, University of Michigan, P.O. Box 1248, Ann Arbor, Mich. 48106. 1975. 264 pp. $7.00 (paper). Experiences of nationwide sample of Americans in their encounters with public bureaucracy are explored. Attitudes and reactions of people seeking help for problems of common concern such as unemployment; job training; compensation for injury, sickness and unemployment; medical treatment; welfare assistance; and retirement benefits are examined.

Career Guidance for Young Women: Considerations in Planning Professional Careers. Richard E. Hardy and John G. Cull (Eds.). Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1974. 207 pp. $13.75 (cloth). Basic information is offered on training for professional employment opportunities in that employment and possible discrimination women might face. Historic antecedents and current life styles are presented with descriptions of professional womens' roles in medicine, dietetics, economics, banking, realty, the ministry, speech therapy, psychology, secondary school teaching, guidance and physical sciences.

Child Is Being Beaten, A: Violence Against Children, An American Tragedy. Naomi Geigelson Chase. Holt, Rinehart and Winston, 383 Madison Ave., New York, N.Y. 10017. 1975. 225 pp. $8.95. Author reveals how, as a result of failure of our families; schools; welfare, unemployment, legal and child-custodial systems, children may become victims of violence.

Counseling Girls and Women: A Guide for Jewish and Other Minority Women. Kenneth A Wolkon. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 48 pp. $2.00. Women's position in society, the world of work and the family are examined from an historical perspective as well as present conditions of change. Influence of attitudes, sex roles, legal discrimination and family pattern upon employment is analyzed. New career roles of "Pioneer Women" are highlighted. Guidelines for educational and vocational planning, advantages of obtaining career counseling, and availability of financial assistance are discussed. The school's responsibility for providing realistic guidance to girls and women is examined. Group guidance programs are considered in terms of their value in new educational and career possibilities. Topics for discussion in women's groups are suggested. A listing of women's causes and committees in professional associations is provided.

Counseling Strategies With Special Populations. John G. Cull and Richard E. Hardy (Eds.). Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1975. 341 pp. $16.95. Four sections consider counseling concerns, counseling strategies with the physically disabled, counseling strategies with socially disabled and special counseling problem areas. Material on development of a counseling relationship, development of psychological and social services, placement counseling and use of volunteers is included.

Current and Future Trends in Community Psychology. Stuart E. Golann and Jeffrey Baker (Eds.). Behavioral Publications Inc., 72 Fifth Ave., New York, N.Y. 10011. 1975. 235 pp. $9.95. Five distinguished psychologists consider present status and future directions of community psychology. Community health services and administration; politics of survival with conflicting citizens' groups; paraprofessional programs; school and conceptualization of a transactional-ecological approach to graduate training are examined.

Directory of Counseling Services, 1975-76. International Association of Counseling Services, Inc., 1607 New Hampshire Ave., N.W., Washington, D.C. 20009. 1975. 138 pp. $4.00. Counseling services accredited by the International Association of Counseling Services, Inc. as well as provisional members are listed. Three major counseling settings are repre-

sented: private sector, universities and colleges, community and junior colleges. Each listing includes: name, address, telephone, sponsor, types of counseling, other services offered, clientele, fees, method of applying, director and staff.

Ethics and the Counselor: A Situational Case Study Approach. E. W. Stude and Don L. Goodyear. California Personnel and Guidance Association, 654 Commonwealth Ave., Fullerton, Calif. 92631. 1975. 90 pp. $4.50 (members); $6.00 (non-members). Ethical concepts for counselors and their application to practical situations are considered. Legal considerations and relationships dealing with hypothetical ethical situations are examined. Counselor maintenance of technical competency and research are discussed. Summary and recommendations are included.

Evaluation of Training in Mental Health, The. Marcia Guttenberg, Thomas Kiresuk, Madelynn Oglesby and Jerry Cahn. Behavioral Publications, Inc., 72 Fifth Ave., New York, N.Y. 10011. 1975. 131 pp. $9.95. Method of organizing and conceptualizing the evaluation research task is presented. Various dimensions to be considered in evaluation of training are examined. Evaluation paradigm useful in determining practical aspects of "how to do it" is provided. Issues and recommendations are included.

Experience of Anxiety, The: A Casebook. (Second Edition). Michael J. Goldstein and James O. Palmer. Oxford University Press, Inc., 200 Madison Ave., New York, N.Y. 10016. 1975. 294 pp. $3.95 (paper). "Characterological" problems such as suicide, divorce, female identity conflict, ethnic identity conflict, anorexia nervosa and drug abuse are examined via case studies. Other disorders reviewed include: alcoholism, sexual acting-out with suicide, child molestation, obesity and ritual murder. Neuroses represented are: reactive depression, obsessive-compulsive neurosis, hysteria with dissociative reaction and psychosomatic case involving peptic ulcers.

Far Side of Despair, The: A Personal Account of Depression. Russell K. Hampton. Nelson-Hall Inc., Publishers, 325 West Jackson Blvd., Chicago, Ill. 60606. 1975. 208 pp. $7.95. Trained psychologist shares his conception of his own depression and his struggle for release.

Footsteps Into the Future: Diagnosis of the Present World and a Design for an Alternative. Rajni Kothari. Free Press, Macmillan Publishing Company, Inc., 866 Third Ave., New York, N.Y. 10022. 1974. 173 pp. $8.95. Central themes are value of autonomy and struggle to achieve it under conditions that violate it for a large part of the human race. Author develops philosophical rationale for his diagnosis of the present, a model for the future and strategies necessary to achieve it.

Fritz: An Intimate Portrait of Fritz Perls and Gestalt Therapy. Martin Shepard (Ed.). Saturday Review Press, E. P. Dutton and Company, Inc., 201 Park Ave. South, New York, N.Y. 10003. 1975. 235 pp. $3.95 (paper). This biography is compiled of remembrances of those who knew Fritz Perls and Gestalt Therapy best–family, associates and lovers.

Growth Encounter: A Guide for Groups. Kurt Haas. Nelson-Hall Inc., Publishers, 325 West Jackson Blvd., Chicago, Ill. 60606. 1975. 171 pp. $11.00. Instructions in techniques and applications found to be successful in conducting or participating in growth encounter groups are presented. Purpose of growth encounter, participants and the proper setting, guiding groups, techniques for starting, and reflecting feeling are discussed. Questions, contradictions and anger; involving the body; learning trust; self-discovery and the growth experience are examined.

Handbook on Drug and Alcohol Abuse, A: The Biomedical Aspects. Frederick G. Hofmann. Oxford University Press, Inc., 200 Madison Ave., New York, N.Y. 10016. 1975. 329 pp. $6.95 (paper). Pharmacological and medical information on patterns of drug abuse, including "exotic" preparations, in America today are considered. Possible experiences that may follow use of each type of drug are discussed.

Human Sexuality in Health and Illness. Nancy Fugate Woods. C. V. Mosby Company, Publishers, 3301 Washington Blvd., St. Louis, Mo. 63103. 1975. 232 pp. $6.95 (paper). Bio-psycho-social nature of human sexuality is examined. Life events that threaten sexual integrity, such as pregnancy, abortion and sexual assault, are considered. Adaptation to interferences with sexuality and sexual functioning including hospitalization and illness are discussed. Final section explores educational and counseling strategies enabling

health professionals to prevent sexual dysfunction or restore sexual function to optimum levels.

Kitchen Sink Papers, The: My Life as a Househusband. Mike McGrady. Doubleday and Company, Inc., Garden City, N.Y. 11530. 1975. 185 pp. $6.95. Author, formerly a nationally syndicated columnist, relates the story of how he quit his job and became a "househusband," while his wife became a businessperson.

Names in the History of Psychology: A Biographical Sourcebook. Leonard Zusne. Halsted Press, John Wiley and Sons, Inc., 605 Third Ave., New York, N.Y. 10016. 1975. 489 pp. $17.95. Included in this book are 526 names selected by a panel of expert psychologists who rated the eminence of each candidate. Each biography gives rating of eminence, dates and places of birth and death, highest degree earned, positions held and biographic data. Narrative furnishes information on biographee's contribution to psychology.

New Psychotherapies, The. Robert A. Harper. Prentice-Hall, Inc., Englewood Cliffs, N.J. 07632. 1975. 178 pp. $8.95 (cloth). This book describes various types of "new" psychotherapies. Categories include: Family Therapies, Family-Related Psychotherapies, Group Therapies, Behavior Therapies, Body Psychotherapies and Six Diverse Therapies. Critique and overview are provided in final chapter.

Personal and Interpersonal Appraisal Techniques for: Counselors, Teachers, Students. M. A. Kiley. Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1975. 249 pp. $12.75 (cloth). Methods of helping students adjust to pressures of maturing, obtaining an education and making realistic choices for the future are presented. Introductory chapters focus on the complex and changing world of students and inhibiting effects of bias, racism and sex stereotyping on building worthwhile human relationships between students and their teachers, parents and counselors. Specific techniques by which counselors and teachers can cooperatively work with students and parents are detailed. Analysis of advantages and limitations of each technique is provided.

Perspectives on Social Welfare: An Introductory Anthology. (Second Edition). Paul E. Weinberger (Ed.). Macmillan Publishing Company, Inc., 866 Third Ave., New York, N.Y. 10022. 1974. 519 pp. $5.95. Value orientations, goals and directions in social welfare are reviewed. Twenty-four articles address problems and policies of recent years, current issues in public assistance, provision of social services, and ethnic discontent with the scope of social services. Difficulties experienced by social work in meeting service needs of ethnic minority groups and ways in which new service needs can be met are examined.

Psychological Testing of American Minorities: Issues and Consequences. Ronald J. Samuda. Dodd, Mead and Company, Inc., 79 Madison Ave., New York, N.Y. 10016. 1975. 215 pp. $6.95. Focus is on intellectual assessment of minorities. Theories, controversies and research findings are presented. Social, education and economic consequences of using standardized psychological tests with minorities as well as suggestions for more equitable testing are considered. Appendix provides compendium of tests for minority adolescents and adults.

Psychology of the Mexican: Culture and Personality. R. Diaz-Guerrero. University of Texas Press, Box 7819, Austin, Tex. 78712. 1975. 171 pp. $10.95. This collection of essays is rooted in studies of Mexican psychology as an independent phenomenon and in cross-cultural comparisons of Mexicans, Mexican-Americans and Anglo-Americans. Attitudes toward sex roles and the family, motivations of Mexican workers, comparison of Mexican and American concepts of respect and analysis of relation between neurosis and Mexican family structure are included. Degree of mental, personal and social health of urban Mexicans and basic sociocultural premises are surveyed.

Pursuit of Mental Health, The. Melvin Herman and Lucy Freeman. Macmillan Publishing Company, Inc., 866 Third Ave., New York, N.Y. 10022. 1974. 142 pp. $6.95. Services available for treatment of psychiatric disturbances are investigated. Mental illness, out-patient therapies and various treatments available in hospitals are discussed. Ways in which to check on therapists' qualifications or choose a psychiatric hospital are delineated.

Reconstituted Family, The: A Study of Remarried Couples and Their Children. Lucile Duberman. Ne-

son-Hall Inc., Publishers, 325 West Jackson Blvd., Chicago, Ill. 60606. 1975. 181 pp. $11.00. Sociological factors of step-relationships are considered. Dynamics of reconstituted family, possible effects on society and societal influences upon it are examined.

Search for Life, The. Thomas G. Aylesworth. Rand McNally and Company, P.O. Box 7600, Chicago, Ill. 60680. 1975. 124 pp. $5.95. Author discusses facts and science-fiction-like possibilities of life that scientific research presents. Accomplishments of scientific advancement including organ transplants, artificial insemination and expansion of life are examined. Questions of ethics are raised that progress demands we consider. Implications for the future of human society are explored.

Three Out of Four Wives: Widowhood in America. Alfred Allan Lewis and Barrie Berns. Macmillan Publishing Company, Inc., 866 Third Ave., New York, N.Y. 10022. 1975. 216 pp. $7.95. This expose is the result of 325 interviews as well as research into the plight of American widows. Widespread problems of widowhood and resulting aggravations are explored. Building a new image, breaking away from assigned patterns of widowhood, expressing grief and surviving the financial crunch are examined. Single sexuality, coping with memories of marriage and developing new relationships are also considered.

Who Will Listen? Children and Parents in Therapy. Clark Moustakas. Ballantine Books, Random House, Inc., 201 East 50th St., New York, N.Y. 10022. 1975. 147 pp. $1.75 (paper). Author presents an analytic approach to recognizing hidden needs, fears, joys and frustrations by listening. Impact of listening and hearing, sense of honesty, burden of sensitivity and compassion, the "unfolding" process and therapy as an unpredictable journey are considered. Dialogue of a mother and child is included.

Who's Who and Where in Women's Studies. Tamar Berkowitz, Jean Mangi and Jane Williamson (Eds.). The Feminist Press, SUNY/College at Old Westbury, Box 334, Old Westbury, N.Y. 11568. 1974. 308 pp. $7.50. Women's studies courses numbering 4658 are listed. Instructors and institutions offering women's studies are included.

Women in Therapy: New Psychotherapies for a Changing Society. Violet Franks and Vasanti Burtle (Eds.). Brunner/Mazel, Inc., 64 University Pl., New York, N.Y. 10003. 1974. 441 pp. $15.00. Part I presents overview of changing views and therapeutic approaches toward women since Freud, reflecting intermingling of sociological and psychological considerations. Part II deals with biological and cultural influences on women's behavior, attitudes and therapeutic relationships. In Part III, etiology and management of special syndromes in women–depression, alcoholism, homosexuality and phobias–are discussed with emphasis on new, clinically tested treatments. In Part IV, prominent therapists look at contemporary psychotherapies for women. Part V focuses on treatment of women in prisons, mental hospitals and public agencies. In Part VI, new directions for the future are considered.

PERIODICALS IN GUIDANCE AND RELATED FIELDS

(continuation of listing from last issue)

AIR Career Education News. American Institutes for Research, P.O. Box 1113, Palo Alto, Calif. 94302. 3-4 issues. Free.

Administrative Science Quarterly. ASQ, Malott Hall, Cornell University, Ithaca, N.Y. 14853. Quarterly. $14.00 per year (individuals); $22.00 per year (libraries and institutions); $11.00 per year (students in residence).

Aliyon. Association of Americans and Canadians for Aliyah, 515 Park Ave., New York, N.Y. 10022. Monthly. $15.00 per year (individual or family, includes membership); $10.00 per year (students, includes membership).

Community College Review. Available from: Ken B. Segner, 310 Poe Hall, North Carolina State University, Raleigh, N.C. 27607. Quarterly. $4.00 per year.

Day Care and Early Education. 72 Fifth Ave., New York, N.Y. 10011. 5 issues. $9.75 per year (individuals); $15.00 per year (libraries and institutions).

Education Recaps. Educational Testing Service. Available from: Office of New Degree Programs, c/o College Entrance Examination Board, 888 Seventh Ave., New York, N.Y. 10019. 10 issues. $5.00 per year.

Employment Bulletin. American Psychological Association, Inc., 1200 Seventeenth St., N.W., Washington, D.C. 20036. Monthly. $7.00 per year (APA members); $14.00 per year (non-members).

Human Resources, the Journal of: Education, Manpower, and Welfare Policies. Journals Department, University of Wisconsin Press, P.O. Box 1379, Madison, Wisc. 53701. Quarterly. $10.00 per year (individuals); $20.00 per year (institutions); add 50 cents for foreign subscriptions.

Individual Psychology, Journal of. American Society of Adlerian Psychology, Inc. Available from: Journal of Individual Psychology, University of Vermont, John Dewey Hall, Burlington, Vt. 05401. Semi-annually. $7.00 per year.

Israel Digest–American Edition. World Zionist Organization–American Section, Inc., 515 Park Ave., New York, N.Y. 10022. Bi-weekly. $5.00 per year.

Jewish Cultural News. National Foundation for Jewish Culture, 122 East 42nd St., New York, N.Y. 10017. 8-10 issues. Free.

NAFL News. National Alliance for Family Life, Inc., 505 Fifth St., Huntington Beach, Calif. 92648. Quarterly. Free (members); $5.00 per year (non-members).

NAFC Action Report. National Action for Foster Children, 2047 Locust St., Philadelphia, Pa. 19103. Quarterly. Free.

New Generation. National Child Labor Committee, 145 East 32nd St., New York, N.Y. 10016. Quarterly. $3.00 per year.

News Exchange. Association for Supervision and Curriculum Development, 1701 K St., N.W., Washington, D.C. 20006. 5-6 issues. $25.00 per year (includes membership).

News of the World's Children. United States Committee for UNICEF, 331 East 38th St., New York, N.Y. 10016. Quarterly. Free.

Newsletter. Center for Continuing Education for Women, University of Michigan, 330 Thompson St., Ann Arbor, Mich. 48108. Biennially. Free.

OPTIONS: The Jewish Resources Newsletter. OPTIONS Publishing Company, Box 311, Wayne, N.J. 07470. Monthly. $12.00 per year (U.S.); $12.50 per year (Alaska/Hawaii/APO/FPO).

Religion and Health, Journal of. Institutes of Religion and Health. Available from: Journal of Religion and Health, 3 West 29th St., New York, N.Y. 10001. Quarterly. $8.00 per year (domestic); $8.50 per year (foreign).

Reveille. National League of Cities and U.S. Conference of Mayors, 1620 I St., N.W., Washington, D.C. 20006. Bimonthly. Free.

Right to Read. Right to Read '75, International Reading Association, 800 Barksdale Rd., Newark, Del. 19711. Bimonthly. Free.

School Counselor, The. American School Counselor Association. Available from: American Personnel and Guidance Association, 1607 New Hampshire Ave., N.W., Washington, D.C. 20009. Quarterly. $7.00 per year (members); $10.00 per year (non-members).

Women in Action. Federal Women's Program, U.S. Civil Service Commission, Washington, D.C. 20415. Quarterly. Free.

YWCA Interchange. National Board, YWCA of the U.S.A., 600 Lexington Ave., New York, N.Y. 10022. 8 issues. Free.

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